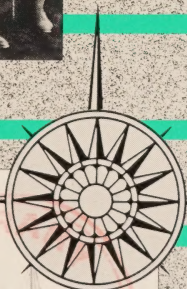



Tracing your ancestors in Canada

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TRACING YOUR ANCESTORS IN CANADA

Revised In 1991
by
Janine Roy
of the Reference and
Researcher Services Division
with the collaboration of the
Manuscript Division, the
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and the Personnel Records
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Inside of an Indian Tent, 1824, Peter Rindisbacher (detail). (C-114484)

Extract from 1871 census returns of Amherstburg, Essex County, Ontario. (C-129549)

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INTRODUCTION

The National Archives of Canada was founded in 1872. In addition to serving as a repository for federal government records of historical value, the Archives has acted as a storehouse for copies of documents relating to Canadian history in the possession of other governments (principally France and Great Britain) and for the papers of individuals who played a significant part in Canadian affairs.

The functions of the Archives are threefold: to acquire material of historical interest, to preserve this material and to make it available to researchers. This last function, which is of special interest to the genealogist, may sometimes be subject to restrictions placed upon the use of documents by the originating department or donor. The sources described in this pamphlet are those most frequently used by genealogists. Other sources that may be of value are described briefly in our inventories. Large, important collections are described at length in detailed finding aids, some of which are available in print or on microfiche and microfilm.

Genealogical services of the National Archives of Canada are confined to the identification of potential source material in response to specific inquiries, within the limitations of available staff. Persons unable to undertake their own research at the Archives or through microfilm loans are referred to professional researchers.

Getting Started

Best results are achieved by those best prepared for their investigations. They begin by assembling all available clues: family anecdotes, entries in bibles, wills and certificates, etc. The local library is then visited to learn what handbooks and guides will offer about research methods and archival holdings and facilities. Genealogical societies, with their accumulations of experience and knowledge of available sources, must not be overlooked. Many societies organize seminars

and workshops at which the beginner can learn about methods and sources and the best way to get good results quickly. Almanacs and other directories available in public libraries are the best sources of addresses for research institutions, as well as genealogical and historical societies.

The researcher will now know something about what records have been created, where they are preserved, what information may be derived from them, and, most importantly, how to formulate clear questions in the course of the investigation. The National Archives of Canada is unable to determine family relationships when the information given in the documents is unclear, and cannot respond to vague, general questions.

Microfilm Loans

Many popular genealogical sources are available on microfilm. No single catalogue lists them all. Special catalogues and checklists have been prepared for certain types of material, such as census returns and parish registers. Researchers may consult the films at the National Archives of Canada or through the interinstitutional loan arrangement. Any institution possessing a microfilm reader and participating in the loan arrangement may borrow, on behalf of their patrons, up to six reels at a time for a loan period of six weeks. Requests for loans must be submitted to the National Archives of Canada by the borrowing institution, on authorized forms, clearly specifying the sources and volumes required. The National Archives of Canada makes no charges for loans of its holdings.

The Provincial Archives of New Brunswick and the Saskatchewan Archives are the only other archival institutions in Canada currently offering interinstitutional loan of microfilm holdings. However, many researchers find that the Genealogical Society of Utah can provide a substitute through the microfilm loan facilities of the branch libraries established by the Mormon church. A fee is charged to cover the costs of postage and handling of each

microfilm reel. Many land records, parish registers and probate court files, among other genealogical sources in the custody of provincial and local authorities in Canada, can be consulted on microfilm loan through these Mormon facilities. The most recent listings can be obtained by directing an inquiry to the Genealogical Society of Utah or to the branch library nearest you.

Photoduplication

For a modest charge, the National Archives of Canada is able to provide photocopies of original documents and reader-printer copies from microfilm. Copyright or access restrictions may prohibit reproduction of some collections. Limitations on the amounts copied are imposed when demands exceed the capacities of the Archives facilities and backlogs develop.

Referrals

The Archives maintains a list of persons willing to perform genealogical research in Ottawa for a fee. While there is no guarantee on the quality of their work, their familiarity with Archives holdings has been investigated and their services are recommended to persons unable to conduct their own research.

Visiting the National Archives

The Archives observes regular office hours, Monday to Friday, when consultant services are provided. Reading Rooms, equipped with microfilm readers, are open from 7:00 a.m. to 11:00 p.m. to accredited students and researchers seven days a week throughout the year, including public holidays. A personal visit must be paid during office hours to obtain a research pass for access to the reading rooms. Researchers are encouraged to come as early as possible in the day so as to take full advantage of available reference services.

The most popular sources for genealogical research in Canada may be divided into the following categories: census records, vital statistics (records of births, marriages and

deaths), land records, wills and estate records, military records and immigration records. Each of these categories is described in some detail in the pages that follow. A booklet such as this cannot provide exhaustive listings. Therefore, we offer some recommendations of published sources in which detailed information about genealogical research and archival holdings can be found.

PUBLISHED SOURCES

Your local library is the best point of departure in any search. What they do not have they can borrow for you to consult through the interlibrary loan arrangement. To learn how to look and where to search, consult such volumes as Angus Baxter, *In Search of Your Roots* (rev. 1984), *In Search of Your British & Irish Roots* (1982), *In Search of Your European Roots* (1985), and *In Search of Your German Roots* (1987), or Jeanne Grégoire, *Guide du genealogiste: à la recherche de nos ancêtres* (1974). Whatever the publication consulted, keep in mind that fees, addresses and other data may alter after the printing, and that errors do occur. The newsletters, journals and other publications of genealogical societies often provide the most up-to-date information. There are also specialized guides to sources by type and by location, as well as techniques, such as E. Kay Kirkham's extremely helpful *How to Read the Handwriting and Records of Early America* (1964).

Geographical Information

Next most important after knowledge of methods for research is an understanding of geography. Gazetteers are available for each province, clarifying the identity and location of each place name. Postal directories also help in determining whether a name refers to a village or a township and exactly where it was located. Names that have been changed can be traced through the Toponymy Division of the Department of Energy, Mines and Resources, 615 Booth Street, Ottawa, Ont., K1A 0E9. Ideas on the use of maps can be found by reading Betty M. Kidd's article "Maps in Genealogical Research," published in the Ontario Genealogical Society journal *Families* (vol. 16, no. 4, pages 152-165).

City, county and provincial directories, dating back to the 1840s for some areas, generally offer little beyond an individual's name, address and occupation or status. Nonetheless, they can be particularly helpful

in determining the most promising city ward or enumeration districts to be checked in the census returns. They are useful in clarifying the approximate year of arrival in an area, and of departure or death. Since many directories were published by subscription, their coverage is far from complete. The directories listed in Bruce B. Peel's *A Bibliography of the Prairie Provinces to 1953* (Toronto, 1973) are available on microfiche. Your librarian can consult Peel's bibliography and the *Checklist of Canadian Directories, 1790-1950* (Ottawa, 1979) to determine what is available and how to gain access to it. Only the microfiche will be available on interinstitutional loan.

The many town, township and county histories are more helpful in supplying information about the early settlement of a region and identifying the location of source materials for further study. Barbara B. Altken produced *Local Histories of Ontario Municipalities, 1951-1977: A Bibliography* (1978), with locations of copies identified for both printed and unprinted works. Other bibliographies may be available to help you.

County atlases, where they were produced, offer further assistance to the genealogists who know the county and township in which an individual was settled. A series of these atlases was published in the 1870s and 1880s, covering mainly Prince Edward Island, Ontario, the Eastern Townships of Quebec and scattered counties of Nova Scotia and New Brunswick. Each volume gives the names of landholders or tenants on each lot, sketches of communities and biographical notes on the prominent citizens, with occasional portraits. The National Archives of Canada published *County Atlases of Canada: a descriptive catalogue* (1970) and *County Maps: land ownership maps of Canada in the 19th century* (1976) to provide guides to these source materials. The areas not covered in these atlases and maps may be described in other publications and in maps available at provincial and municipal archives, museums and libraries.

Specialized Guides

For the Loyalists, there are a number of studies available. Both Esther Clark Wright's *Loyalists of New Brunswick* (1965) and Marlon Gilroy's *Loyalists and Land Settlement in Nova Scotia* (1937) are based on land records in the provincial archives and identify the individual heads of families. W.D. Reid's monograph *Loyalists of Ontario, Sons and Daughters of American Loyalists of Upper Canada* (1973) offers more biographical detail. The United Empire Loyalist Association of Canada maintains branch libraries and may be able to offer further help. The *Bibliography of Loyalist Source Materials in Archives in the United States, Canada and Great Britain* (1981) lists not only manuscripts but also newspapers and other printed sources.

Researchers interested in Acadian ancestry can find help in the works of Bona Arsenault: *L'Acadie des ancêtres; avec la généalogie des premières familles acadiennes* and *Histoire et généalogie des Acadiens* (6 volumes, 1978). Arrangement of both works is regional, with alphabetical listings. Also of use is Placide Gaudet's sixteen-volume study *Généalogies acadiennes* and the *Inventaire general des sources documentaires sur les Acadiens*, produced by the Centre d'Études acadiennes at the University of Moncton. The special collections at Moncton should not be overlooked.

Most provincial archives have prepared a formal booklet or informal information sheets. Notable among these are *Tracing Your Ancestors in Nova Scotia* (1981), *Genealogical Sources [at] Archives of Ontario* (1979), *Sources of Genealogical Information at the Provincial Archives of Alberta* (1989), *Exploring Local History in Saskatchewan* (1980) and *Exploring Family History in Saskatchewan* (1983). Such introductory guides by professional staff are of particular help to those seeking to verify the accuracy of vague references and suppositions about the availability of source materials. More detailed guides may be found in works produced by persons associated with the archives but not

published under the sponsorship of the institution. Noteworthy are Robert Fellows' *Researching Your Ancestors in New Brunswick* (1979) and Terrence M. Punch's *Genealogical Research in Nova Scotia* (1983). Many genealogical societies also produce guides to the source materials in their regions.

For families of French origin, the standard source is Cyprien Tanguay's *Dictionnaire généalogique des familles canadiennes* (7 volumes, 1871-1890), supplemented by Joseph Arthur Leboeuf's *Complément au dictionnaire généalogique Tanguay* (3 volumes, 1957-1964). Antoine Roy published his "Bibliographie de généalogies et histoires de familles" in the *Rapport de l'archiviste de la province de Québec* for 1940-41. The Institut généalogique Drouin published a *Dictionnaire national des Canadiens-français, 1608-1760* (3 volumes, 1965) while Archange Godbout produced *Nos ancêtres aux XVII^e siècle: dictionnaire généalogique et bibliographique des familles canadiennes* (1955-). The *Mémoires de la société généalogique canadienne-française* (1944 to date) and the *Bulletin des recherches historiques* (1895-1961) should not be overlooked. Of special note are the publications of the Archives nationales du Québec, in particular the *Inventaire des greffes des notaires du Régime français* and the *Inventaire des contrats de mariage sous le Régime français*. The Programme de recherche en démographie historique (P.R.D.H.) of the Université de Montréal is publishing a *Répertoire des actes de baptême, mariage, sépulture et des recensements du Québec ancien* (1980 -).

Biographies and Family Histories

A host of biographical reference works offer information about prominent individuals of the past. Among these are the British, American and Canadian editions of *Who's Who*; the *British Dictionary of National Biography* and the *Dictionary of Canadian Biography* currently in production; W.S. Wallace's *Dictionary of Canadian Biography*, Henry Morgan's *Canadian Men and Women of the*

Time (1898 and 1912 editions), and L. LeJeune's *Dictionnaire général du Canada* (2 volumes, 1931).

A growing number of family histories are being produced (not all in published format). Kathleen M. de Varennes produced an *Annotated Bibliography of Genealogical Works in Canada* in 1986. Many genealogical societies have catalogues of their holdings, including family history reports from members and a variety of indexes to or transcriptions from records.

There are also published compendiums of obituaries and marriage notices from periodicals. Examples include W.D. Reid's *Marriage Notices of Ontario, 1813-1854* (1980), *Death Notices of Ontario, 1810-1849* (1980) and Rev. D.A. McKenzie's *Death Notices from the Christian Guardian, 1836-1850* (1982), *Death Notices from the Christian Guardian, 1851-1860* (1984) and *More Notices from Methodist Papers, 1830-1857* (1986).

The names of federal civil servants are listed in the *Civil Service List* dating from 1883 to 1918, with a few volumes from earlier years, all but the earliest of which are indexed. Birth date, rank or status, current salary and date of appointment can be found in these volumes. For many years, the federal government also published in the *Sessional Papers* a list of all those retired civil servants receiving superannuation payments. Death dates are often recorded, as well as years of service and place of residence.

The *Canadian Parliamentary Companion*, later known as the *Parliamentary Guide*, dates from 1862. These little volumes are extremely useful, giving succinct accounts of the antecedents and careers of both federal and provincial members in the various legislatures.

Specialized Lists

Published returns, recording the appointments, promotions and discharges of military naval officers, are available in large reference libraries. The *British Army Lists*, printed from 1754, are helpful in tracing officers who served with regular units. Arrangement is by

regiment, with internal indexes available from 1766. The Canadian *Militia Lists* date from 1851 and offer similar information regarding officers of the militia. The British *Sea Officers*, 1717-1815, and *Navy Lists*, from 1814, serve similarly for the Royal Navy. Regimental histories can be consulted to learn details of the service of military units in Canada and their uniforms, as well as places and methods of recruitment.

CENSUS RECORDS

Census records contain the official enumeration of our population. There are four basic types of returns: aggregate, those recording the names of heads of families, nominal and agricultural. Usually census returns prior to 1851 either are aggregate or enumerate only heads of families. Aggregate returns contain no names, but merely numbers of persons within various age groups, religious denominations, countries of origin and locations. The other type of early return generally listed heads of households, with details as to size of the family, acreage in the case of a farmer, or the occupation, trade or profession of the householder. The census returns for 1851, 1861, 1871, 1881 and 1891 are generally nominal, listing each person individually, with details as to age, sex, country or province of birth, religion, racial origin, occupation, marital status, education and physical disabilities where applicable. There are also some agricultural returns, which again list heads of households, give lot and concession number of the farm, and provide considerable detail such as acreage under cultivation, acreage in each crop, and cash value of implements and stock. Microfilm of the 1871 census includes the surviving schedules, which may number as many as nine if all were applicable to a specific region.

The catalogue *Census Returns 1666-1891* (Ottawa, 1987) is available from the Canada Communication Group — Publishing, Supply and Services Canada, Ottawa, Ont. K1A 0S9 (\$18.00 in Canada, \$21.60 outside Canada; GST, shipping and handling extra; please quote catalogue number SA2-95/1987). It is also available through commercial bookstores associated with CCG — P, or through your local bookseller. The catalogue lists the names of villages, towns, townships and counties alphabetically within each province, with direct references to the microfilm reels on which the returns appear. This edition of the catalogue includes the 1891 census returns and those pre-1825 records that are readily

found on microfilm. In-house guides will continue to serve in locating the records that are not on microfilm and so fragmentary as to need special identification and description.

Census records, particularly of the nominal type, constitute a valuable and frequently consulted genealogical source. However, the researcher must know the approximate locality because the arrangement of these returns is generally by township within each county. Small towns and villages are enumerated within their respective townships; larger towns and cities are listed separately. In the case of cities, particularly the larger centres, it is very helpful to know the ward or section in which the person lived. We do not have nominal indexes to our census records but some provincial archives have indexes to census records for their province and many genealogical societies are indexing the returns for their regions.

The following list identifies the census returns available on microfilm at the National Archives of Canada and through interlibrary loan. Other returns and documents that complement the main census returns have not been included in this list. Provincial archives and many regional library systems have acquired copies of the most popular series, to serve you better locally. They are authorized to make photocopies of selected entries, if they have the necessary reader-printer equipment. Other institutions are also entitled to make such copies from our census microfilms sent on interlibrary loan.

In the list below, N denotes nominal returns listing all members of households, and HF denotes returns listing heads of families only.

Province	Year	Type of Census
<i>Newfoundland</i>	1691	N
	1693	N
	1704	HF
Plaisance only	1671	N
Plaisance only	1673	N
Plaisance only	1698	HF
Plaisance only	1706	HF
Plaisance only	1711	HF

Province	Year	Type of Census
<i>Acadia</i>	1671	N
	1686	N
	1693	N
	1698	N
	1701	N
	1703	HF
	1707	HF
	1714	N
	1739	HF
	1734	HF
Île Royale and Île St-Jean		
Île Royale and Île St-Jean	1752	N
Rivière St-Jean	1739	HF
<i>Nova Scotia</i>	1770-1771	HF
	1785-1787	HF
	1791-1795	HF
	1817-1818*	HF
	1827*	HF
	1838	HF
	1851*	HF
	1861	HF
	1871	N
	1881	N
	1891	N
	1811*	HF
<i>Prince Edward Island</i>	1841	HF
	1861	HF
	1881	N
	1891	N
<i>New Brunswick</i>	1851	N
	1861	N
	1871	N
	1881	N
	1891	N
<i>Quebec</i>	1666	N
	1667	N
	1681	N
	1825	HF
	1831	HF
	1842	HF
	1851	N
	1861	N

Province	Year	Type of Census
	1871	N
	1881	N
	1891	N
Ontario	1842	HF
	1848*	HF
	1850*	HF
	1851	N
	1861	N
	1871	N
	1881	N
	1891	N
Manitoba		
Assiniboia and Red River	1832	HF
Assiniboia and Red River	1834	HF
Assiniboia and Red River	1835	HF
Assiniboia and Red River	1840	HF
Assiniboia and Red River	1843	HF
Assiniboia and Red River	1846	HF
Assiniboia and Red River	1849	HF
	1870	N
	1881	N
	1891	N
Saskatchewan		
(as a territory)	1881	N
	1891	N
Alberta		
(as a territory)	1881	N
	1891	N
British Columbia	1881	N
	1891	N
Victoria (city)	1891	HF

*Available for certain geographical areas only.

- N.B.**
1. Alberta, Saskatchewan and northern British Columbia were enumerated as territories.
 2. In 1891, Institutions were enumerated separately in one block and appear on reel T-6427.

The *Privacy Act* regulations stipulate that 92 years must have elapsed before the 1901 census returns can be opened for consultation. The 1901 returns will therefore be made available to researchers in 1993.

Voters Lists

Records of the Chief Electoral Officer for Canada (Record Group 113) include lists of voters prepared during the federal election years since 1935. These are available on microfilm. While they give only the name and address of an individual, they are a useful confirmation that a person was alive and resident in a certain place at the time in question. Students and many temporary residents were often omitted from these lists.

Some provincial archives hold poll books for elections in the nineteenth century, but their usefulness is limited by the small proportion of the population then qualified to vote.

RECORDS OF BIRTHS, MARRIAGES AND DEATHS

Records of births, marriages and deaths constitute a key source for genealogical information. Recent records are in the custody of the various provincial governments. The civil registration of vital statistics did not become the general practice in Canada until it was undertaken as a provincial responsibility late in the nineteenth century. The only likely source for such information before that time is local church records, and to locate these the denomination and the parish or mission district must be known.

Provincial Offices

The following provincial and territorial offices are in charge of civil registration and have records covering the periods indicated. Inquiries should be addressed directly to the respective offices.

These authorities vary considerably in the services provided for genealogists. Fees quoted are valid for 1991. Prepayment is generally required. Copies of records can be obtained by the Individuals immediately concerned, or by their next-of-kin. Researchers should remember that compliance with the laws requiring civil registration was irregular as late as the 1920s in rural districts because so many people were unfamiliar with the law. Minor errors in dates and divergent spelling of names may also cause difficulties.

Newfoundland — Civil registration began in 1892. The records are in the custody of the Registrar General, Vital Statistics Division, Department of Health, Confederation Building, St. John's, Nfld., A1B 4J6.

Fees: \$10.00 for certificate; \$4.00 for three-year search only.

For earlier years the only source is church records, which are numerous for the period 1860-1891, though some date from the 1820s. The Provincial Archives of Newfoundland and Labrador can supply information about them.

Nova Scotia — Records of births and deaths, 1865-1876, and of marriages from the late 1700s are held by the Public Archives of Nova Scotia. Records of births and deaths after 1 October 1908 and marriages after 1907-1918 (depending on the county) are with the Deputy Registrar General, Department of Health and Fitness, P.O. Box 157, Halifax, N.S., B3J 2M9.

Fees: \$8.00 for wallet-size certificate; \$15.00 for long-form certificate; \$5.00 for search only.

Prince Edward Island — Civil registration began in 1906, but there are some marriage records dating back to 1886 and some baptismal records from many P.E.I. churches from 1886. Records are in the custody of the Director of Vital Statistics, Department of Health and Social Services, P.O. Box 2000, Charlottetown, P.E.I., C1A 7N8.

Fees: \$5.00 for certificate; \$5.00 for search only.

Marriage and baptismal records previous to 1886 have been transferred to the Public Archives, P.O. Box 1000, Charlottetown, P.E.I. C1A 7M4, and the P.E.I. Museum and Heritage Foundation, 2 Kent Street, Charlottetown, P.E.I. C1A 1M6.

New Brunswick — The Registrar General, Vital Statistics Division, P.O. Box 6000, Fredericton, N.B., E3B 5H1, has complete records from 1920 and incomplete records for 1888-1920. A few county records prior to that date have been retained.

Fees: \$10.00 for wallet-size birth or marriage certificate; \$15.00 for any certified copy; \$15.00 for genealogical search, 3-year period.

Quebec — Since the early seventeenth century, clergymen have been required to keep duplicate registers, one of which is retained in the parish concerned, while the other is deposited in the office of one of the 39 district protonotaries. The protonotaries' copies of registers more than one hundred years old are deposited in the appropriate

regional office (of which there are nine) of the Archives nationales du Québec. Extracts from the registers may be obtained directly from the parish or, depending on the age of the record, by writing to the district protonotary or to the regional office of the provincial archives.

Fees: Parish, \$5.00; ANQ, 25¢ per page, minimum \$2.00; Archives civiles, \$8.00 per document.

The National Archives of Canada has lists of addresses for the regional and district offices for ANQ and Archives civiles.

Ontario — Civil registration began 1 July 1869. Address inquiries to the Deputy Registrar General, MacDonald Block, Queen's Park, Toronto, Ont., M7A 1Y5.

Fees: \$10.00 for birth, marriage or death certificate; \$21.00 for any certified copy; \$21.00 for genealogical search, 5-year period.

Manitoba — Vital Statistics, Manitoba Family Services, 254 Portage Avenue, Winnipeg, Man., R3C 0B6, has complete records from 1882, together with some incomplete church records prior to that date (searched when the denomination is known).

Fees: \$15.00 for certificate, \$15.00 for genealogical search.

Saskatchewan — Vital Statistics, Department of Health, 3475 Albert Street, Regina, Sask., S4S 6X6, holds complete records from 1920, with incomplete records for 1878-1920.

Fees: \$15.00 for search and copy of document and report, 3-year period.

Alberta — Applicants for genealogical research must be identified as being related to the person about whom information is being sought. Complete records from 1898, with some birth records from 1853 onward and death records from 1893, are now in the custody of Alberta Health, Vital Statistics, 10130-112 Street, Edmonton, Alberta, T5K 2P2.

Fee: \$15.00 for certificate or 3-year search.

British Columbia — Although civil registration officially began in 1872, early records are incomplete. Some baptismal records date back to 1849. The originals or copies are held by the Division of Vital Statistics, Ministry of Health, 818 Fort Street, Victoria, British Columbia, V8W 1H8.

Fees: \$25.00 for a Genealogy Verification extract (including a 3-year search); \$50.00 for an extended search.

Yukon Territory — Vital Statistics, Government of the Yukon Territory, P.O. Box 2703, Whitehorse, Y.T., Y1A 2C6, holds some birth records for 1898, an index of births ca.1900-1924 and complete records from 1924.

Fee: \$10.00.

Northwest Territories — Complete records date from 1925. Address inquiries to the Registrar General, Vital Statistics, Department of Safety and Public Services, P.O. Box 1320, Yellowknife, N.W.T., X1A 2L9.

Fee: \$5.00 for certificate.

Acadian Sources

Gaudet's Notes, the bulk of which are in our possession, constitute the main source for purely Acadian genealogy. They were compiled by Placide Gaudet from various sources, not all of which are in the National Archives. It should be stressed that these notes, although a most helpful source, must not be considered in any way as official records. The information given generally consists of birth, marriage and death dates together with the name of the relevant parish. The *Notes* are available on microfilm.

Church Records — Parish Registers

For these numerous and useful sources to be of any use to the genealogist, the name of the denomination and the parish or mission district must be known. Inquirers then may write to the clergyman or priest of the particular parish in which they are interested. The Archives is unable to direct the researcher to

local churches or their records. In general, the researcher may expect to find such details as dates of birth, baptism, marriage and burial, as well as names of parents and godparents in these records.

The National Archives of Canada holds some original parish registers, as well as transcript and microfilm copies of others. This collection is by no means comprehensive, even for a region. The *Checklist of Parish Registers 1986* lists all the registers that are available on microfilm (including originals and transcripts), with notation of the dates covered and the reel numbers. John Coderre and Paul Lavoie in their list went beyond the coverage of this *Checklist* to include all published marriage directories and parish registers held by the National Archives. Our recently acquired copy of the *Loiselle Index of Quebec Marriages*, published on microfiche by the ANQ, is a long-awaited complement to the directories included in Coderre and Lavoie's list. Users of the latter guide must beware, for the published materials are not available on interinstitutional loan from the National Archives; only microfilm holdings can be borrowed.

Other parish registers can be located in the various provincial archives as well as in archives maintained by the Anglican, Catholic, United and other churches.

Adoption Records

Adoptions fall within the jurisdiction of provincial authorities. Access to the records is restricted to protect the confidentiality of information contained therein. Persons attempting to trace the ancestry of an adoptee or to locate a child placed for adoption would be best advised to work with or through an association specializing in such searches.

Marriage Bonds

Marriage bonds were prepared only in the case of marriages by licence; they offer little genealogical information beyond the names of the engaged parties, place of residence

and date of the bond. The National Archives has marriage bonds for Lower Canada (Quebec), 1779 and 1818-1867, and for Upper Canada (Ontario), 1803-1845. Both series have been indexed and microfilmed. Once the index has been consulted on film, the appropriate reels for the bonds can be borrowed. Borrowing institutions that have a reader-printer are authorized to make copies of selected bonds for their patrons.

Cemetery Recordings

When the place of burial is known, a headstone may be found with an inscription offering personal data. Genealogical societies have been transcribing inscriptions, arranging them alphabetically or indexing them, and publishing the reports. Copies are generally deposited in appropriate archives, although often after some delay. A large proportion of the Ontario cemetery recordings have been microfilmed. To inquire about our holdings and availability for interinstitutional loan, the town or township must be specified. The religious denomination is necessary for identification of some cemeteries.

Native Peoples

Record Group 10 contains documents accumulated by the old British Indian Department, some dating back to the mid-eighteenth century, and of the various agencies that have been responsible for Indian Affairs since Confederation. Information of genealogical value is relatively uncommon in the early years. Native peoples were generally enumerated in the census returns, particularly in eastern Canada. Treaty annuity pay lists up to 1885 in RG 10 (Records of the Indian Affairs Department) are open for consultation. Later pay lists and other records of genealogical value are found in both RG 10 and RG 85 (Records of the Northern Affairs Branch), but access to them is subject to provisions of the *Access to Information Act* and the *Privacy Act*. Our list of professional genealogists includes at least one researcher specializing in Indian genealogy.

As yet, the National Archives of Canada has received no transfers of genealogical documentation relating to the Inuit.

Information on Métis families of the Prairie provinces is often to be found in the "Half-breed Scrip" files, which form a series in RG 15 (Department of the Interior). These may include detailed statements of the family's history or replies to a questionnaire.

LAND RECORDS

The *British North America Act* established Crown Lands as a provincial responsibility, together with the documentation created to record land titles. The federal government retained possession of only the original petitions for land grants submitted to the Executive Council in Upper and Lower Canada prior to 1867. With the acquisition of Rupert's Land in 1869, western lands came under federal control. In 1930, responsibility for Crown Lands was transferred to the provincial governments of Manitoba, Saskatchewan and Alberta. The federal government retained a copy of the original grants issued for these lands. A card index by legal land description (section, township and range) provides limited access to these grant records.

Land Petitions

In order to obtain Crown land, early settlers were required to submit petitions to the governor stating their claims to land grants. Many of them were Loyalists or descendants of Loyalists who had borne arms or otherwise served the British cause during the American Revolution. Land petitions are often a helpful genealogical source, since they frequently give information on the petitioner's family, antecedents and country of origin; military service; and sometimes striking accounts of experiences during the American Revolutionary War or the War of 1812. Rarely do land petitions specify the region or locality whence an immigrant came. The petition will not indicate the location of a grant, as the assignment of a location was made at a later stage in the land granting process. Records created by the surveyor general held by the relevant provincial archives will identify the location.

The National Archives of Canada holds land petitions for Quebec and Lower Canada, 1764-1841, and for Upper Canada and the united Province of Canada, 1791-1867. Both series have been indexed and microfilmed. The indexes are available on microfilm and

should always be consulted first. Microfilm loan requests for the indexes should specify the province and the surname(s) of interest. Borrowing institutions equipped with a reader-printer are authorized to make copies of portions of the indexes and selected petitions for their patrons.

Métis Land Claims

A complex series of legislation, beginning with the *Manitoba Act* of 1870 and ending in 1924, provided for the settlement of claims arising from aboriginal rights to land in western Canada. The "Métis" land claims resulting from this legislation offer considerable information about the claimants. The claims (in RG 15) are arranged alphabetically within several series. They have been microfilmed and are available for consultation through the interinstitutional loan arrangement.

Patents, Deeds and Other Records of Land Titles

Most records of land grants offer less help to genealogists than do petitions. The patent or deed, or registration of it, will give only a description of the location, acreage, name of grantee and date of confirmation of title. The provincial governments are responsible for retaining a copy or registry of the original title deed recording the initial transfer of ownership of Crown Land. Registration of subsequent transfers of title is generally the responsibility of land registry offices in the district or county in which the land is located. These offices can be identified by consulting government telephone directory listings and almanacs for the provinces. In some regions, the boundaries of districts may have altered with the expansion of settlement, with new districts and offices being established over the years.

Authorities concerned with the registration of land grants and subsequent transfers of title are listed below by province. Not all of these authorities provide genealogical services. Many registry offices charge a fee for conducting a search and providing copies of documents.

Newfoundland — The Registry of Crown Grants, Department of Mines, Agriculture and Resources, Confederation Building, St. John's, Nfld., A1C 5T7, holds registers of initial grants of Crown lands, while the records of subsequent transactions are with the Registry of Deeds, Confederation Building, St. John's, Nfld., A1C 5T7. No petitions have been located within the holdings of the provincial archives.

Nova Scotia — Copies of all original land grants are held by the Crown Lands Office, Department of Lands and Forests, Halifax, N.S., B3J 2T9. The Public Archives of Nova Scotia also holds copies of land grants, interfiled with the petitions for grants. The series has been indexed. Records of subsequent transactions are held by the district Registry of Deeds.

Prince Edward Island — The provincial archives holds microfilm copies of all land title registrations prior to 1900; records after that date are held by the Registrar of Deeds, Charlottetown. As the land was originally held by a small number of proprietors, few petitions were ever submitted.

New Brunswick — The Provincial Archives of New Brunswick holds land petitions covering the years 1785-1850. Both the series and the index to it have been microfilmed and are available on interinstitutional loan. Registrations of original Crown grants are in the custody of the Department of Natural Resources, P.O. Box 6000, Fredericton, N.B., E3B 5H1. The Provincial Archives has a microfilm, not available on loan, of the records of subsequent transactions held by the local registry offices. Requests for photocopies should be directed to the registry office in the appropriate county.

Quebec — A list of Crown grants, 1763-1890, arranged by townships within counties and indexed by grantees, was published in 1891 by order of the Quebec Legislature. The records are preserved in the Service de l'enregistrement des documents de l'État, 1200 route de l'Église, Sainte-Foy,

Que., G1V 4M1. Records of subsequent transactions are the responsibility of the Ministère de la Justice, operating through the Bureaux d'enregistrement of the various judicial districts.

Ontario — Copies of land titles can be obtained from the Recording Office, Ministry of Government Services, 3rd Floor, Hearst Block, Queen's Park, Toronto, Ont., M7A 1N3 at fees of \$6.40 and up. It should be remembered that land title deeds were not necessarily issued to every grantee. Correspondence relating to grants, leases, disputed titles and other questions ("Township Papers") is in the custody of the Ontario Archives. Arrangement of these papers by lot and concession number within each township facilitates consultation of them. Copies of land grants may be obtained from the Archives of Ontario; however, the grants contain little if any more information than may be gleaned from the index to them prepared by the Archives of Ontario. Over sixty Land Registry Offices record subsequent transactions in the southern counties and northern districts.

Manitoba — Homestead records and applications dating from 1872 are held by the Crown Lands Branch, Department of Mines, Resources and Environmental Management, Room 600, Westrow Industrial Mall, 1495 St. James Street, Winnipeg, Man., R3H 0W9. Subsequent transfers of title are recorded in the eight district Land Titles Offices.

Saskatchewan — The Saskatchewan Archives Board, Saskatoon Office, holds an alphabetical index of applicants for homesteads prior to 1930 and other homestead records. Copies of the patents for grants and records of subsequent transactions are located in the Land Titles Offices in eight districts.

Alberta — Homestead records are deposited with the Provincial Archives in Edmonton. Subsequent transactions will be recorded with the North Alberta Land

Registration District (10365-97 Street), P.O. Box 2380, Edmonton, Alta., T5J 2T3, or the South Alberta Land Registration District (J.J. Bowlen Building, 620 - 7 Ave. SW), P.O. Box 7575, Station M, Calgary, Alta., T2P 2R4.

British Columbia — Applications to pre-empt or purchase Crown lands and applications for homesteads are deposited in the Provincial Archives. Indexing of these records is in progress. The Crown grants and some related records are held by the Lands Branch, Department of Lands, Forests and Water Resources, Parliament Buildings, Victoria, B.C., V8V 1X4. Copies of Crown grants and records of subsequent transactions can be obtained from the seven district Land Registry Offices.

Yukon Territory — Land records, dating from 1899, are held by the Registrar of Land Titles, Whitehorse, Y.T., Y1A 2C6.

Northwest Territories — Inquiries regarding land grants and transfer of titles can be directed to the Registrar of Titles, Northwest Territories Land Registration District, Yellowknife, N.W.T., X0E 1H0.

Assessment Rolls

Assessment rolls may be located when the place of residence is known. Local tax offices prepare and keep assessment rolls for the residents within their jurisdiction in accordance with provincial legislation. The procedure and information contained in the rolls vary from one province to another. The information may include name of owner or tenant of the particular property, year of birth, religious denomination, occupation, number of people in the household and nature and value of the buildings. Assessment rolls are considered permanent records, but the extent to which they have been preserved varies widely. When available, they are open to the public, particularly when they have been deposited in municipal, county or provincial archives.

ESTATE RECORDS

Estate records include wills and testaments, inventories of property, letters of administration, letters of probate, trusteeships and guardianships, bonds and depositions, and a variety of correspondence. Wills are obviously of great interest to the genealogist. The will or letter of administration for an estate should be sought in the records of the court in which the estate was probated. Use of the terms "probate" and "surrogate court" varies from one province to another, as does the arrangement of judicial districts. Some provincial authorities charge search fees and require prepayment of the fees.

Newfoundland — Records of probated estates are held by the Registry Office of the Supreme Court, Court House, Duckworth Street, St. John's, Nfld., A1C 5V5. A fee is charged for each search and the date must be known.

Nova Scotia — The Registry of Probate in each county is responsible for all records of the settlement of estates. The Public Archives of Nova Scotia holds microfilm copies of probate records, complete for all counties to about 1900, some of which contain indexes.

Prince Edward Island — Probate Court records in the custody of the Provincial Archives cover the period 1815-1933.

New Brunswick — The Provincial Archives has both probate files, with the will or letter of administration and supporting documentation, and probate books (registers), which are indexed. An on-going microfilming program will make them available for interlibrary loan from the Provincial Archives of New Brunswick.

Quebec — Wills are customarily passed before notaries, who are required by law to retain a copy. On retirement of the notary or no more than fifty years after his death, his files

(or greffe) are sent to the court house of the judicial district in which he practised. Holograph wills are also deposited in the court house. Copies of wills can be obtained from the judicial archives of the district, from the notary who drew it up, or from the successor who retained his greffe. The notarial files may contain other documents related to the settlement of an estate.

Ontario — The Ontario Archives holds the registers, indexes and files of the Court of Probate, which functioned from 1791 to 1859. It also has acquired the original files or microfilm of the records of the Surrogate Court, complete from 1793 to 1900. The central index of estate files begun by the Surrogate Clerk in 1859 is arranged alphabetically within each year and permits the Ontario Archives to locate the files within its holdings as well as those not yet transferred from district court authorities.

Manitoba — Records of probate are held by the Surrogate Court in each judicial district.

Saskatchewan — Inquiries should be addressed to the Surrogate Clerk, Regina Court House, 2428 Victoria Avenue, Regina, Sask., S4P 3V7. A minimum charge of \$2.00 is made for each search.

Alberta — Inquiries about probate records should be addressed to the Alberta Attorney General, Madison Building, 9833 - 109 Street, Edmonton, Alta., T5K 2E8.

British Columbia — Records of probate are held by the Registrar of the Supreme Court, 850 Burdett Avenue, Victoria, B.C., V8W 1B4.

Yukon Territory — Estate records form part of the Public Administrator's files, deposited in the Yukon Archives at Whitehorse.

Northwest Territories — Probate records are in the custody of the Supreme Court of the Territories at Yellowknife. Some records of the administration of intestate estates are held by

the Public Trustee, Government of the
Northwest Territories, Yellowknife, N.W.T.,
XOE 1H0.

MILITARY AND NAVAL RECORDS

Detailed personnel records for the Canadian militia were not kept until this century. Detailed service records relating to British naval and military personnel are not generally available in Canada but may be located amongst records of the Admiralty and War Office at the Public Record Office, England. The services of a record agent are generally required, since the P.R.O. does not undertake genealogical research. Personnel files of members of the Canadian Armed Forces who served in World War I, World War II and the Korean conflict are retained at the Personnel Records Centre of the National Archives. Persons seeking access to their own military personnel files retained by the Personnel Records Centre of the National Archives of Canada must apply under the *Privacy Act*, using the Personal Information Request Form, as detailed in the *Personal Information Index* (see page 46). Other individuals must produce the person's signed authorization before being granted access to that person's military records.

In the event that the person has been dead for less than 20 years, immediate family members (parent, spouse, sibling or child) may obtain limited information from the Centre on submitting proof of death and verification of their relationship to the deceased.

If the persons concerned have been dead for more than 20 years, the information in the military personnel records is no longer protected under the *Privacy Act* and any Canadian citizen or permanent resident of Canada has the right to examine or obtain copies of the person's records under the *Access to Information Act*. Fee: \$5.00. The individual requesting access to the records must produce evidence that the person concerned has been dead for more than 20 years.

For the French régime, information can be located regarding officers but not for common soldiers and sailors, nor for the militia.

The few files that have been located are scattered through a variety of collections. There is no central list or index of names.

Record Group 8, Series I (formerly the "C Series") is composed of the records of the several military commands of British North America. The core of the records dates from after the American Revolutionary War and is formed chiefly by documentation relating to the North American service of regular units of the British Army. Researchers will also find here muster rolls of some Loyalist units and records of some Canadian militia units from the periods of the War of 1812 and the Rebellions of 1837-1838. The series and the index that describes it have been microfilmed. Microfilm loan requests for the index should specify the surname(s) of interest.

Records accumulated by the Adjutants General of Militia in Upper and Lower Canada and by the Department of Militia and Defence after Confederation form Record Group 9. They include militia pay lists for service during the War of 1812 and from 1855 to 1914. Militia pay lists and muster rolls are organized by regimental unit (usually co-terminous with the county), which must be known before a search can be undertaken in RG 9 or elsewhere. Muster rolls and paylists generally record little information beyond name, rank and period of service. RG 9 is not generally available on microfilm. It should also be noted that the provincial archives of New Brunswick, Nova Scotia, Manitoba and Newfoundland have a few scattered military records of this sort.

Our holdings of service records for British regiments (in MG 13) are less complete. War Office 13 (available on microfilm) includes muster rolls and pay lists for militia and volunteers serving during the Rebellions of 1837-1838. War Office 17 (available on microfilm) contains monthly returns of officers, arranged by regiment. War Office 25 (available on microfilm) includes periodic regimental returns of service for enlisted men and officers. Coverage is uneven and many of the regiments with North American service are absent.

War of 1812 medal registers are in RG 8, while medal registers for the militia awards made following the Fenian Raids, Red River and North West Rebellions and the South African (Boer) War are in RG 9. The registers covering 1866-1902 are available on microfilm. The index, including the War of 1812 registers, is also available on microfilm.

Three series of claims relating to military events are worthy of special notice. The War of 1812 Losses Claims (in RG 19) cover requests for compensation for financial losses sustained as a result of American incursions into Upper Canada, 1812-1814, whether caused by the Americans or the British Army and its North American Indian allies. The numbered claims are generally arranged by district, with lists of claimants serving as a means of access to the files. The complete series of losses claims, with internal indexes, is available on microfilm. A nominal card index is also available on microfilm, reel C-15720. The Rebellion Losses Claims submitted following the insurrections of 1837-1838 in Lower Canada form a numbered series (in RG 19). They have not been indexed. The Fenian Raids Bounty Claims of militia veterans also form a numbered sequence (in RG 9), provided with a card index. The index is available only on microfilm. The information provided is scanty: name, regiment, periods of service and address at the time of submitting the claim. As only those veterans who were living at the time of passage of the *Fenian Raids Volunteer Bounty Act* in 1912 were entitled to submit a claim, the coverage of these records is extremely incomplete.

The records of the Department of Veterans Affairs (RG 38) contain service records for the South African War and applications for land grants made by veterans under the *Volunteer Bounty Act* of 1908. Both have been indexed. The service records exist for most of those who volunteered for service with the Canadian contingents. They include enlistment papers that provide such personal information as age, occupation, next of kin and a physical description. Applications for land grants give the veteran's address at the time and information about his service in South

Africa. There are no service files for the men who served with the South African Constabulary. Additional documentation, including nominal rolls, applications for service, and correspondence relating to casualties can be found in the records of the Department of Militia and Defence (RG 9).

Additional sources relating to military and naval records are described on pages 44-45 (Loyalist Sources) of this guide.

IMMIGRATION RECORDS

Extensive searches in Canada and Great Britain have failed to bring to light comprehensive nominal lists of immigrants arriving in Canada prior to 1865. Only a few widely scattered lists have been found, generally for subsidized emigration schemes from Great Britain. A large proportion of these are found in the series Colonial Office 384. An index to those lists for the years 1817-1831 is available on microfilm (reel C-4252). The lists provide names, former residence, occupation and date of entry, and can themselves be consulted on microfilm.

For the French régime, passenger lists are relatively uncommon, though a few can be found scattered throughout the series of records. None are indexed. Some lists have been printed in various genealogical publications. Employment contracts (engagements) are another source offering information of some value to the genealogist in those cases for which they exist.

The few detailed passenger lists prior to 1865 that have survived tend to be for groups of immigrants where the passage money was paid by a sponsor. There are also a few scattered lists of persons who received accommodation and assistance from charitable societies in Montreal and other centres in the mid-nineteenth century.

The National Archives has microfilm copies of passenger manifests for ships arriving at certain ports, as noted below:

Quebec , Que.	1865-1919
Halifax , N.S.	1880-1919
North Sydney , N.S.	1906-1919
Saint John , N.B.	1900-1918
Vancouver , B.C.	1905-1919
Victoria , B.C.	1905-1919

(including some small Pacific Coast ports)

via U.S. ports

Boston, Baltimore, New York, Portland, Philadelphia and Rhode Island	1905-1919 or 1921, depending on the port
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N.B.: The U.S. lists identify the names of only those passengers who stated their intention of proceeding directly to Canada.

These manifests contain much genealogical information: the name, age, occupation and intended destination of passengers. However, to locate a record of arrival it is necessary in most cases to know the passenger's name at time of arrival, the exact date and port of arrival and the ship's name. There is no nominal index to these records.

The Canada Employment and Immigration Commission has comprehensive records of immigrants arriving at Canadian ports from 1919 onwards. Access to these records is granted only subject to restrictions imposed by the *Privacy Act*; a fee may be charged. Inquiries should be addressed to the Query Response Centre, Employment and Immigration Canada, 10th Floor, Place du Portage, Phase IV, Hull, Quebec, K1A 0J9.

The National Archives of Canada holds lists of immigrants arriving across the Canada/U.S. border and at certain local lake and sea ports, from 1908 through 1918. As these Border Records of Entry are arranged by name of port and date of arrival, and there is no alphabetical index to the names on the lists, it is necessary to know the probable port and at least an approximate date of arrival before undertaking a search of the lists. Border Records of Entry for 1919 and later years remain in the custody of Employment and Immigration Canada.

Immigrants from China

Eighteen volumes of nominal registers of Chinese immigrants, 1885-1949, are available on microfilm. The entries are arranged numerically by serial number and declaration number, in approximately chronological order. These and other nominal records of the Chinese Immigration Service held at the National Archives of Canada (including forms, files and name indexes) contain information

such as village of origin in China, date and place of arrival, place of residence in Canada, and family relationships.

Immigrants from India, Pakistan and Sri Lanka (Ceylon)

The register of immigrants admitted under quota agreements with India, Pakistan and Sri Lanka, 1951-1965, lists the names annually by quota numbers. Details provided include occupation, family relationship, country of origin and date of entry.

RECORDS OF NATURALIZATION AND CITIZENSHIP

The *Canadian Citizenship Act* came into force 1 January 1947. From 1763 to that date, persons born in the provinces and colonies of British North America were all British subjects. Being of equal status, Immigrants from Great Britain and the Commonwealth were not required to be naturalized.

Naturalization appears not to have been a matter for concern prior to the second quarter of the nineteenth century. Immigrants swore an oath of allegiance when obtaining a grant of Crown land, but no other formal process existed. An act of 1828 required the keeping of a naturalization register in each county of Upper Canada and specified the residence requirement. Since the majority of immigrants were British subjects and exempt from the oath, there were many years in which few entries were made in the registers. The surviving registers for 1828-1850 for Upper Canada are available on microfilm, while a nominal index was published in the journal *Families*, 1979-1981.

The Citizenship Registration Branch of the Department of the Secretary of State has records of naturalization and citizenship going back to 1854. The original records that were created prior to 1915 have been destroyed. However, the Branch maintains an index to these records. This index contains information of value to genealogists such as name, residence, court of certification, occupation, etc. Unfortunately these records merely give the name of the head of the family. In order to find a record of naturalization prior to 1915 it is necessary to know the full name, occupation, year of naturalization, place of residence or land descriptions of homestead.

For those records that were created after 1917, the Branch has microfilm copies. These records contain much more information, but with a few exceptions, only the naturalized immigrant may have access to his own records. Requests for information must be submitted by means of a form available from

any Citizenship Court, mailed to the Head, Records Control, Citizenship Registration Branch, Secretary of State, P.O. Box 7000, Sydney, N.S., B1P 6G5. There is no charge for a search of the records.

LOYALIST SOURCES

Genealogical sources relating specifically to Loyalists merit special attention. Many of the general sources described elsewhere will also be useful in a search for Loyalist ancestors. Several attempts to prepare guides or inventories for these sources have produced uneven results.

Ontario is the sole province for which there is a Loyalist List. Begun in 1796, the List was maintained in two contemporary copies by staff of the Crown Lands Office and the Executive Council, and had certain discrepancies between them. The original Council Office "U E List" and a transcript of the Crown Lands List appear on our microfilm reel C-2222. The version printed in the "Centennial of the settlement of Upper Canada by the United Empire Loyalists" in 1885 from the original in the custody of the Department of Crown Lands appears on our microfilm reel C-1476.

Claims for compensation for losses sustained and services rendered by Loyalists and the proceedings of the investigating commissioners are preserved in the Public Record Office, London, under the titles Audit Office 12 and Audit Office 13. It must be emphasized that only a small proportion of the Loyalists had the financial resources necessary to document and submit a claim. Researchers fortunate enough to locate a claim will find in it information about place of former residence, occupation, professional income, property values, number and names of dependants and details of military service. Both series are available on microfilm. Indexes to the claims, volume 109 (which summarizes decisions on claims), and some explanatory notes about consulting the claims on microfilm appear on our microfilm reel C-9821.

Among the papers of Sir Frederick Haldimand in the British Library are several volumes of provisions lists and muster rolls that detail the names of Loyalists and the number

of their dependants. Transcript copies of these volumes, together with an index, appear on our microfilm reel C-1475.

Muster rolls of Loyalist regiments contained in both RG 8 and War Office 28 can be consulted on microfilm. Both are covered by the index to RG 8 (also on microfilm) as noted on page 36. Other muster rolls are found scattered through several other collections, such as the Ward Chipman papers (available on microfilm), but they have not been indexed, so the regiment must be known before a search can be undertaken. The provincial archives of Nova Scotia and New Brunswick also have a few scattered muster rolls.

PERSONAL INFORMATION BANKS

The *Privacy Act* extends the present laws of Canada that protect the privacy of individuals with respect to personal information about themselves held by government institutions and that provide individuals with a right of access to such information. Government institutions are required to include in personal information banks (a collection or grouping of personal information) all personal information under their control. In most cases, these personal information banks are of value principally for persons seeking to establish their rights and benefits, such as citizenship or pension entitlement. Only rarely are the files of value for genealogical research.

The best guide to these sources and to the procedures to be followed in gaining access is the *Personal Information Index* published annually by Treasury Board Canada. The table of contents to the Index identifies the various government institutions holding information banks. Instructions on how to gain access to these banks and a sample Record Access Request Form are included in the volume. Individuals seeking access to information about themselves should apply under the *Privacy Act*, using the Personal Information Request Form (yellow); those seeking access to information about other individuals, even close family members, or any other kind of information should apply under the *Access to Information Act* using the Access to Information Form (green). The *Personal Information Index* should be found in all main postal stations in Canada, as well as in federal government information bureaus in larger centres and in most public libraries.

Requests for information from the military personnel files should be made on the Personal Information Request Form or the Access to Information Request Form (as appropriate to the case) and must be sent to the Director, Personnel Records Centre, National Archives of Canada, Tunney's Pasture, Ottawa, Ontario, K1A 0N3.

ADDRESSES OF PRINCIPAL ARCHIVES

National Archives of Canada, 395 Wellington Street, Ottawa, Ont., K1A 0N3 — phone (613) 996-7458

Provincial Archives of Newfoundland and Labrador, Colonial Building, Military Road, St. John's, Nfld., A1C 2C9 — phone (709) 753-9390, (709) 753-9380 or (709) 753-9398

Public Archives of Nova Scotia, 6016 University Avenue, Halifax, N.S., B3H 1W4 — phone (902) 424-6060

Public Archives of Prince Edward Island, P.O. Box 1000, Charlottetown, P.E.I., C1A 7M4 — phone (902) 368-4290

Provincial Archives of New Brunswick, P.O. Box 6000, Fredericton, N.B., E3B 5H1 — phone (506) 453-2637 or 453-2122

Archives nationales du Québec, P.O. Box 10450, Sainte-Foy, Que., G1V 4N1 — phone (418) 644-4795

Archives of Ontario, 77 Grenville Street West, Queen's Park, Toronto, Ont., M7A 2R9 — phone (416) 965-4030

Provincial Archives of Manitoba, 200 Vaughan Street, Winnipeg, Man., R3C 1T5 — phone (204) 945-3971

Saskatchewan Archives Board, Regina Office, University of Regina, Regina, Sask., S4S 0A2 — phone (306) 787-4068; and Saskatoon Office, University of Saskatchewan, Saskatoon, Sask., S7N 0W0 — phone (306) 933-5832

Provincial Archives of Alberta, 12845 - 102 Avenue, Edmonton, Alta., T5N 0M6 — phone (403) 427-1750

Provincial Archives of British Columbia, 655 Belleville Street, Victoria, B.C., V8V 1X4 — phone (604) 387-5885 and 387-1952

Yukon Archives, P.O. Box 2703, Whitehorse, Y.T., Y1A 2C6 — phone (403) 667-5321

Archives of the Northwest Territories, c/o Prince of Wales Northern Heritage Centre, Yellowknife, N.W.T., X1A 2L9 — phone (403) 873-7698

NOTES

